

Memorandum  
*San Dieguito Academy*

To: Donn Boyd  
From: Barbara Gauthier  
Re: Summary of our Conversation on 3/18/04  
Date: 3/19/04

This memo is to serve as a summary of our conversation on 3/18/04. There were three areas we discussed:

1. Potential Parent Letter of Complaint – I informed you that there was a good possibility that Mr. Don Rizzi will receive a letter of complaint about you from a parent of one of your former students. I explained to you the reasons the parents felt compelled to write this letter. They told me they felt their daughter was not able to learn in your classroom due to your style of instruction and the fact that their daughter felt uncomfortable in your presence.
2. Other Complaints from Parents and Students - Four additional students shared with me the following complaints:
  - They cannot learn in your classroom due to your teaching style. They feel you instruct to one learning modality and you do not explain the concepts well.
  - They feel humiliated by your comments.
  - Female students feel uncomfortable in your presence because they feel you are looking at their breasts and purposely dropping things in front of their desk in an effort to look up their skirts.
  - In a recent IEP meeting, a parent expressed disappointment, frustration, and anger that you were unfamiliar with her daughter's IEP.
  - Some of your Algebra II students, that had you for Geometry, do not want to have you as their Math teacher again.
3. The Environment in the Classroom – Students and parents have expressed discomfort with the wall of pictures you display of your family. Your classroom should be a learning environment. The walls in your classroom should display student work or math related information. Mr. Hall and I are uncomfortable with the large refrigerator in your classroom.

Effective immediately, I instruct you to avoid negative or shaming communication with your students and be sensitive to the discomfort your female students and their parents have expressed. Under no circumstances should you make comments to these people that can be perceived as retribution. By 3/26/04, I need you to remove the large refrigerator and take down the family pictures in your classroom. Two or three family pictures is an appropriate amount for a classroom.

**THIS DOCUMENT WILL BE PLACED IN YOUR PERSONNEL FILE. YOU HAVE TEN (10) DAYS FROM RECEIPT OF THIS DOCUMENT TO MAKE ANY SIGNED WRITTEN COMMENTS YOU WISH, WHICH WILL BE ATTACHED TO THE DOCUMENT AND PLACED IN YOUR PERSONNEL FILE.**